



Statement of Estimated Fund Balance

FUND DESCRIPTIONS

Listed below are descriptions of the City's major funds. All of these funds are appropriated on an annual basis.

- The General Fund is the primary operating fund of the City. This fund is used to account for all financial transactions and resources, except those required or requested in another fund. Revenues are derived primarily from property and other local taxes, state and federal distributions, licenses, permits, charges for service, and interest income. A significant portion of the General Fund's revenues is used to finance the operations of the City of Alexandria School Board. As of June 30, 2019, total fund balance in the City's General Fund was \$143.2 million, comprised of Reservations (\$5.7 million), Commitments and Assignments (\$56.1 million) and Uncommitted and Unassigned Fund Balance of \$81.4 million.
- The Special Revenue Fund accounts for resources restricted to expenditures for specified purposes (for example, State and federal grants). As of June 30, 2019, the Special Revenue Fund total fund balance was \$100.6 million. Funds included in this category include the Housing Fund, Sewer and Stormwater Funds, Potomac Yard and Other Special Revenue Funds. Because monies budgeted within the Special Revenue Fund are generally legally restricted to specific activities or programs, these monies are not considered available for appropriation to meet general expenditure requirements. Unexpended Special Revenue Fund monies are generally due to intergovernmental grant timing differences (e.g., a grant awarded to the City for a program operated under the federal fiscal year of October 1 to September 30), or due to allocations for capital expenditures which may take several years to draw down; and remaining Special Revenue funds at June 30 are reappropriated for use in the subsequent City fiscal year for the continuation of the designated programs.
- The Capital Projects Fund accounts for all financial resources used for the acquisition or construction of major capital facilities not being financed by proprietary funds. As of June 30, 2019, the Capital Projects Fund had a total fund balance of \$262.0 million in funded capital projects that are awaiting, or are in the process of implementation.
- The Internal Services Fund accounts for the financing of goods or services provided by one department to other departments or agencies of the City on a cost-reimbursement basis. The City established the Equipment Replacement Fund for purposes of providing for the accumulation of money to replace capital equipment items used in City operations. This fund derives its revenues from periodic equipment rental charges assessed to the user departments in the governmental funds. These revenues are then used to finance charges and associated expenditures to replace capital equipment. As of June 30, 2019, the Equipment Replacement Internal Services Fund had Total Net Position of \$28.4 million. Equipment Replacement monies are accrued for the scheduled replacement of capital equipment, and thus are not available for appropriation to meet general expenditure requirements.
- The Alexandria Transit Company Fund accounts for the financing of for the City's transit activity. The Alexandria Transit Company is a blended entity and is considered a major fund. As of June 30, 2019, the Alexandria Transit Company had a total Fund Balance of \$30.7 million which includes the value of ATC's fixed assets including buses.



Statement of Estimated Fund Balance

FUND DESCRIPTIONS

Commitments and Assignments Estimated for Fiscal Year 2021

The fiscal year 2021 Operating Budget contains the following commitments of fund balances estimated to be available as of June 30, 2020. Final assignments of fund balance will be determined as part of the fiscal year FY 2020 closing process.

Commitments

- \$5,000,000 for the City's self-insurance reserve.
- \$5,000,000 for encumbrances obligated at the end of the year;

Assignments (to be finalized with FY 2020 close-out)

- \$19,000,000 to fund capital projects including \$19 million for projects contained in the FY 2021—FY 2030 Capital Improvement Program budget.
- \$3,000,000 for City and ACPS costs resulting from extraordinary natural disasters and emergencies. This Assignment is expected to be utilized to help fund the FY 2020 budget, but additional funds will be reassigned to ensure available resources;
- \$5,000,000 for an economic downturn contingency. These funds have been assigned to mitigate the effects of potential future economic impacts to the City. It is not anticipated to be used for lost grant or other special revenues, nor should it be utilized for long term economic impacts, which should be addressed through systematic, operational adjustments. This Assignment is expected to be utilized to help fund the FY 2020 budget, but additional funds will be reassigned to ensure available resources.
- \$3,000,000 for projects and initiatives that are approved but not yet under contract, such as City Council contingent reserve initiatives;
- \$1,000,000 for economic development incentives to grow the City's commercial tax base;
- \$1,000,000 to cover accrued leave payments for City employees who separate from the City, either through retirement or voluntary/involuntary termination; and
- \$585,829 in Transportation Improvement Fund Balance.

These commitments and assignments total \$50,585,829. Despite being designated for a particular purpose, the funds identified here are considered "spendable." When combined with the portion of fund balance that has not been assigned or committed by anyone for any purpose, this total amount is called "spendable" fund balance. Based on projected revenues in FY 2020, the uncommitted/unassigned General Fund Balance at June 30, 2020, is currently estimated to be \$74,894,159. This is a decline of \$6.5 million. Commitments and assignments that are critical (Economic Downturn Contingency and Emergency Response) have been fully replenished while assignments for discretionary spending, such as FY 2020 year end incomplete project estimate have been reduced. In addition, the Assignment for subsequent Capital Improvement Program projects remains at \$19 million at the end of FY 2020.



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FUND DESCRIPTIONS

The spendable General Fund balance is estimated to be \$125.5 million or 17.5% of estimated General Fund revenues. Spendable Fund Balance is declining by \$12 million. In the last quarter of FY 2020, due to the COVID-19 public health emergency, the City's revenues decreased significantly. To help offset this decline, a selective hiring freeze was instituted and departments were asked to limit their discretionary spending. Assignments in fund balance have been in place to enable the City to respond to unbudgeted, unforeseen events, such as a global pandemic. The necessary use of fund balance has been mitigated by a reduction in the use of cash capital in FY 2020 of \$24 million.

In November 2019, City Council updated the Debt-Related Financial Policies to eliminate the ratio related to Uncommitted/Unassigned Fund Balance as a percent of General Fund Revenue. At the same time they established a 15 percent target for Spendable Fund Balance as a percentage of General Fund Revenue. The policies as they were adopted also eliminated a defined limit. The City Manager and financial staff will continue to closely monitor Fund Balance and the operating budget and consider making changes to future commitments and recommend spending restrictions in the future, if necessary, to ensure that the ratios established in the City's Financial Policies are maintained, if not exceeded. The bond rating agencies (Moody's and S&P) have encouraged the City, as well as other localities, to maintain even higher fund balances, as extra protection for bond holders. The City has not used Fund Balance to support operating expenditures since FY 2014. In the past five years, the City has been able to increase Spendable Fund Balance from \$62.7 million in FY 2014 to \$137.5 million in FY 2019. In order to maintain critical staff and vital programs and services, it is anticipated that FY 2020 will be funded with approximately \$13.7 million in fund balance (both Assigned and Unassigned). The FY 2021 Operating Budget was balanced using approximately \$8.0 million of Fund Balance. The updated Debt-Related Financial Policies include a policy to prioritize replenishment of Fund Balance ahead of discretionary investments as the economy improves. In prior years, debt service that is due on July 1 has been prepaid and reflected in reservations of Fund Balance. This practice is not occurring in FY 2020 to ensure that the maximum amount of Spendable Fund Balance at year end.

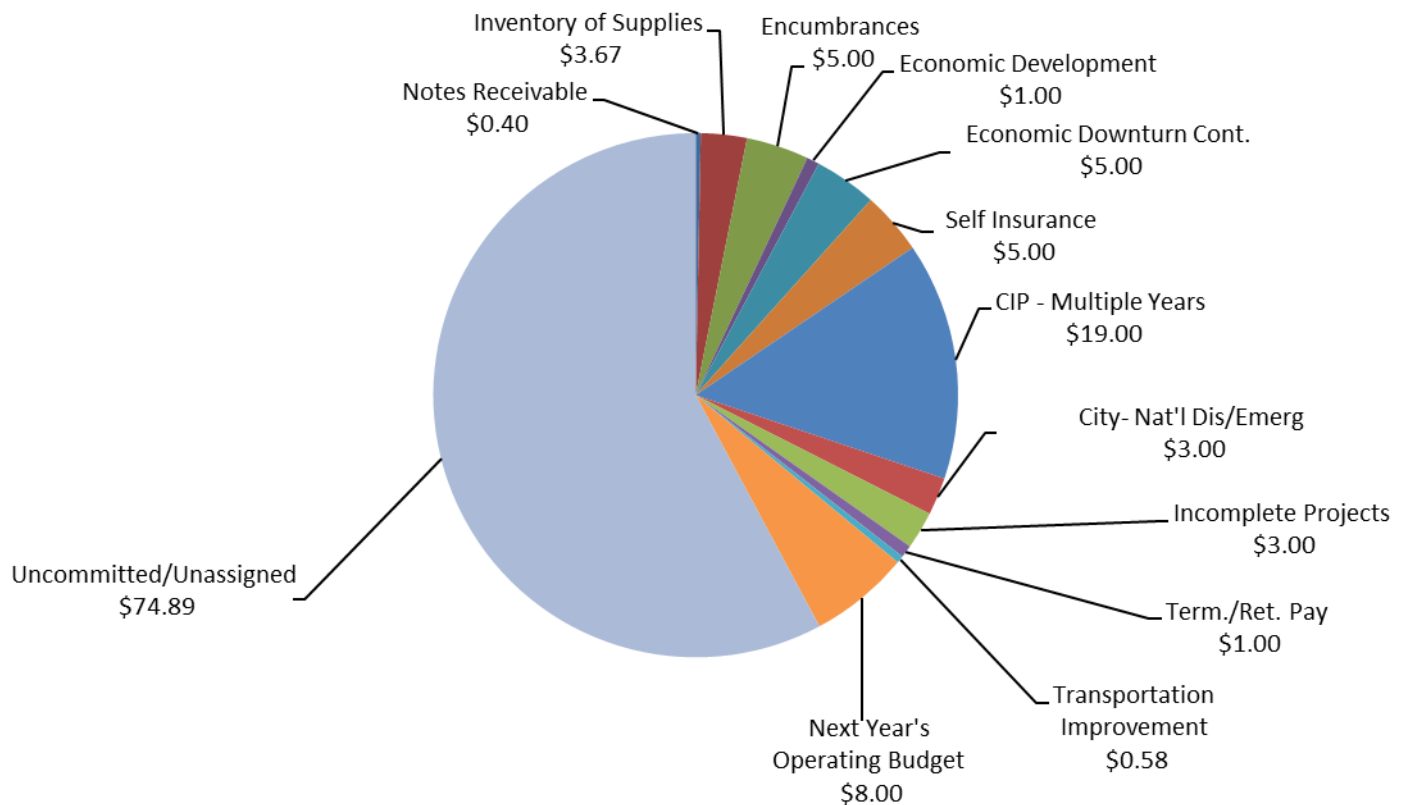
During FY 2016, the School Board adopted and City Council endorsed a Fund Balance Policy for the Alexandria City Public Schools that formalizes the long-held practice in which Schools expenditure savings are committed for future operating budgets. This practice will be continued, and at year-end 2 percent of ACPS available savings may be committed to fund the subsequent year's operating budget. In addition to commitments for the operating budgets (both the current year and the upcoming fiscal year), ACPS will be able to commit 1 percent of spendable fund balance for unforeseen expenditures.



Statement of Estimated Fund Balance

GENERAL FUND BALANCE COMPONENTS

Estimated Fund Balance as of June 30, 2020 \$129.55 million



The following chart shows all of the potential components of General Fund balance as of June 30, 2020. Assignments have yet to be finalized. With the exception of \$0.4 million in Notes Receivable and \$3.7 million in inventory of supplies, all of the components shown below are considered spendable fund balance.



Statement of Estimated Fund Balance

FUND DESCRIPTIONS

Spendable General Fund Balance is the accumulated total of all prior years' actual General Fund revenues in excess of expenditures — often referred to as "surplus" — that is available for appropriation by City Council. This is in comparison to the Unspendable General Fund Balance that represents monies that have been reserved to pay for legal obligations of the City such as for certain purchase order encumbrances. Maintaining a prudent level of spendable General Fund balance is critical to ensuring that the City is able to cope with financial emergencies and fluctuations in revenue cycles. Spendable General Fund Balance also provides working capital during temporary periods when expenditures exceed revenues.

A portion of the spendable fund balance is committed or assigned (designated) for specific uses on a contingency basis. In order to be available, the funds still must be appropriated by City Council in a future appropriations ordinance. Committed and Assigned fund balance are funds "earmarked" to help the City offset the costs of a specific type of obligation. Although technically available for appropriation, these monies are not generally considered available to fund other program or service requirements by the City Manager or the City Council under the City's adopted financial policies. Uncommitted and unassigned fund balance are the monies considered to be the City's available fund balance. As with all monies in fund balance, if used, it is a one-time source of revenue.

The graph on the following page shows total actual Spendable General Fund balance from FY 2011 through FY 2019 and an estimate as of June 30, 2020. Spendable fund balance (the total amount available for appropriation, regardless of assignments and commitments) is projected to be \$125.5 million as of June 30, 2020, which represents 17.53 percent of FY 2020 estimated General Fund Revenues. Uncommitted and unassigned fund balance totals \$74.9 million which will help to protect the City and Schools against future budget uncertainties.

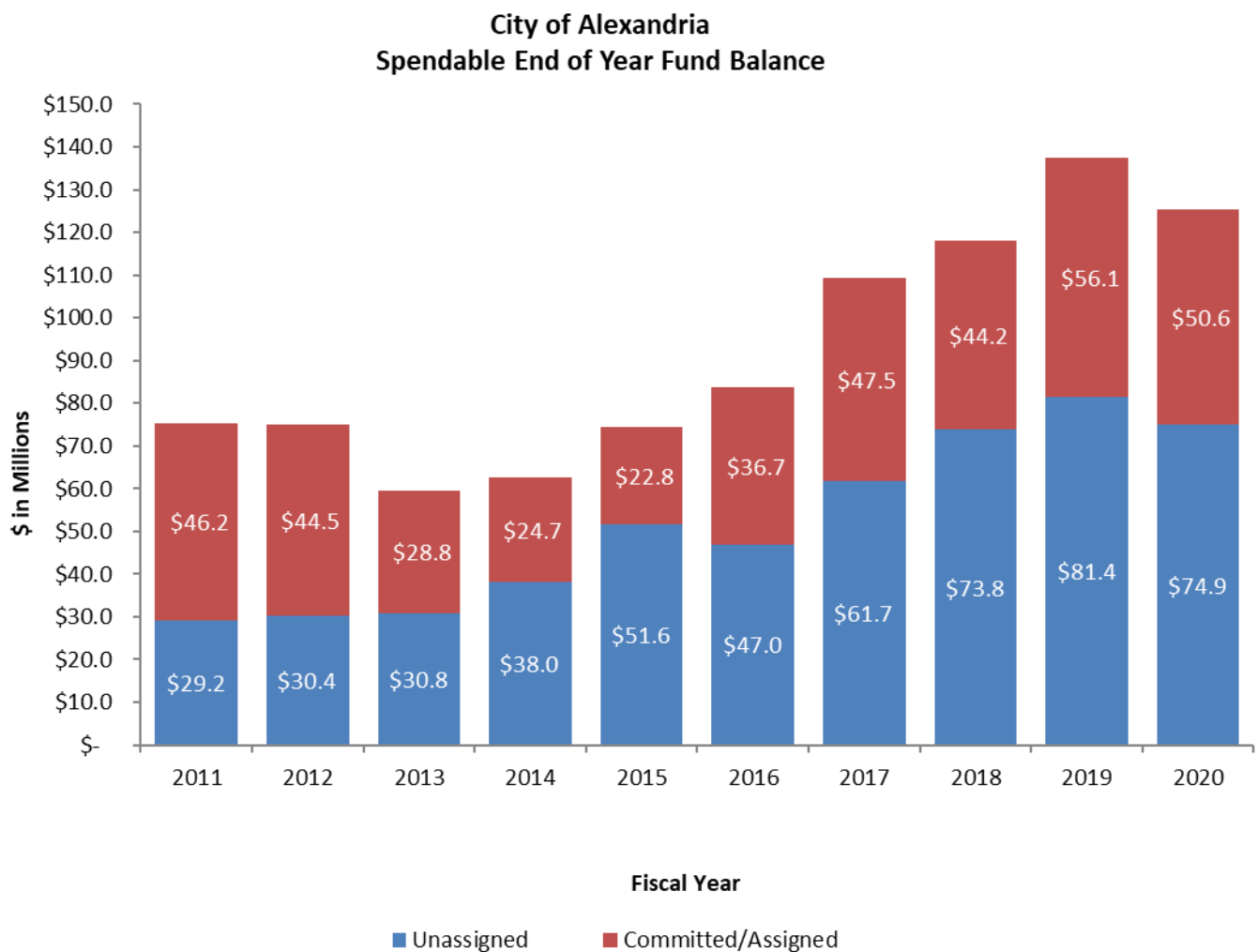
The details of commitments and assignments from FY 2018 through the estimated assignments of FY 2020 are shown in the table on page 7. It should be noted that commitments have been confirmed by City Council. The City Manager can propose or recommend assignments. From an accounting standards definitional point of view, either of these designations is considered spendable fund balance. In reality, many of these accounts are only spendable in the case of unforeseen dire circumstances when current year budgeted resources would not be sufficient to address any unforeseen expenditures.

Statement of Estimated Fund Balance



HISTORY OF GENERAL FUND BALANCE

The chart below shows the history of fund balance at the end of the year, including the actual balance from FY 2011 through FY 2019, and an estimate for FY 2020 based on current revenue projections. This does not reflect reserved (unspendable) fund balance, but is considered "spendable" regardless of whether it is committed or assigned.





Statement of Estimated Fund Balance

HISTORY OF END OF YEAR FUND BALANCE ACTUAL 2018 AND 2019 AND 2020 FORECAST

	2018	2019	2020
Spendable Fund Balance End of Year	\$ 117,948,570	\$ 137,529,030	\$ 125,479,988
Commitments and Assignments			
Operating Funds			
Subsequent CIP (FY 2021 and Beyond)	14,000,000	19,000,000	19,000,000
Subsequent Operating Budget		8,000,000	8,000,000
Self Insurance	5,000,000	5,000,000	5,000,000
New Incomplete Projects	2,300,000	6,653,822	3,000,000
Encumbrances	5,015,523	4,360,247	5,000,000
Transportation/Stormwater Fund	708,540	708,540	585,829
Natural Disasters/Emergencies/Response	2,900,000	3,000,000	3,000,000
Economic Downturn Contingency	4,600,000	5,000,000	5,000,000
Affordable Housing Programs	5,121,442	-	-
Affordable Housing Programs - NSF	500,000	-	-
Economic Development Incentives	1,022,500	1,400,000	1,000,000
Leave Payout	1,000,000	1,000,000	1,000,000
Regional Transportation	2,000,000	2,000,000	-
Total Commitments & Assignments¹	\$ 44,168,005	\$ 56,122,609	\$ 50,585,829
Uncommitted/Unassigned Fund Balance	\$ 73,780,565	\$ 81,406,421	\$ 74,894,159
Reservations/nonspendable	\$ 11,009,773	\$ 5,685,676	\$ 4,068,621
Total Fund Balance EOY	\$ 128,958,343	\$ 143,214,706	\$ 129,548,609
General Fund Revenues	717,727,325	744,307,421	715,710,021
Estimated Spendable Fund Balance as % of General Fund Revenues Limit = 10%	16.43%	18.48%	17.53%
Fund Balance at End of FY	\$ 128,958,343	\$ 143,214,706	\$ 129,548,609

¹ Assignments to be finalized as part of the FY 2020 closeout



Statement of Estimated Fund Balance

Governmental Funds				Proprietary Funds	
	Special Revenue Funds/ ¹	Capital Projects Fund/ ²	Alexandria Transit Company/ ³		Internal Services Fund (Equipment Replacement Fund)
Beginning Fund Balance 7/1/2018	\$95,764,603	\$297,691,622	\$21,368,532	Beginning Net Position 7/1/2018	\$28,197,372
Plus FY 2019 Actual Revenues	\$174,336,009	\$125,477,715	\$32,584,170	Plus FY 2019 Actual Revenues	\$6,277,907
Less FY 2019 Actual Expenditures	\$169,517,782	\$161,191,058	\$23,296,881	Less FY 2019 Actual Expenditures	\$6,113,096
Actual Fund Balance 6/30/2019	\$100,582,830	\$261,978,279	\$30,655,821	Actual Net Position 6/30/2019	\$28,362,183
Plus FY 2020 Budgeted Revenues	\$176,839,030	\$139,963,490	\$21,821,680	Plus FY 2020 Revenues	\$4,796,720
Less FY 2020 Estimated Expenditures	\$176,839,030	\$159,656,974	\$21,821,680	Less FY 2020 Expenditures	\$4,670,794
Projected Fund Balance 6/30/2020	\$100,582,830	\$242,284,795	\$30,655,821	Projected Net Assets 6/30/20	\$28,488,109

Sources: City of Alexandria, Virginia, Comprehensive Annual Financial Report, Fiscal Year-ended June 30, 2018; City of Alexandria, Virginia, Operating and Capital Improvement Program, Fiscal Year 2019

1/ The Special Revenue Funds include the Housing Fund, Sewer and Stormwater Funds, Potomac Yard, Other Special Revenue Funds and revenue associated with health and human services.

2/ The Capital Projects Fund Balance of June 30, 2019 is reflected in the Comprehensive Annual Financial Report. The FY 2020 projection is based on prior spending history. Capital projects are multi-year in nature and vary in size and complexity. As a result the predictability of the Capital Projects Fund Balance is limited.

3/ Represents net of assets and liabilities, and therefore includes fixed assets such as buses.